

## New Jersey LMSC Annual Board Meeting Minutes

10:00am Sunday, Nov 30, 2025

@ JAC and via Zoom

### Attendees:

**Board Members Present:** Chris McGiffin, Marie Vellucci, Lorna Ciadella-Morehead, Ed Tsuzuki, Linda Brown-Kuhn, Jerry O'Mara, Tom Brunson, Sara Johnston

**Board Members Absent:** Paola Morchio

**Guests Present:** Anne Laurita, Max Howard, Jane Ikeda, Kristen Guth, Megan Bull, Hetal Sampat, Mike Gemelli

### ACTION ITEMS

#### 1. Research results will be shared when available (responses to follow-up emails below)

- a. **Menopausal Symptoms in Female Endurance Athletes - 10/23 response:** We just received word last week that our manuscript was accepted for publication in PLOS ONE. I don't know their timeline for publication, but I will share the study with you once it is officially published!

**Heather M. Hamilton, PT, DPT, PhD**

**Assistant Professor**

**School of Rehabilitation Sciences**

**Ellmer College of Health Sciences**

**Macon & Joan Brock Virginia Health Sciences at Old Dominion University**

- b. **USMS Coach Research - 10/22 response:** Thank you so much for reaching out. We are still analyzing the data associated with this project and do not have a timeline for when the results will be available. Doing this research is one very small part of our jobs, and due to that, it can sometimes take a long time to progress the project. We will absolutely share our final document with you when we are able, but it likely will not be for several more months. Thanks so much for your interest in our project.

**Caitlyn Hauff, Ph.D.**

**Associate Professor of Health Promotion**

**Graduate Program Coordinator, Health Promotion**

**Department of Health, Kinesiology, and Sport**

**University of South Alabama College of Education and Professional Studies**

2. Chris to meet with Hetal Sampat to review the responsibilities of the Secretary position
3. Sara will keep us posted on her computer and MS Publisher replacement efforts
4. Chris will work with Kristen to complete her onboarding as the new Treasurer
5. Chris and Kristen will work to complete a 2026 Budget to present at the next Board Meeting
6. Ed to check with USMS if the Observers report from Sussex is required for times to count
7. New Co-Coaches Chairs, Anne Laurita and Megan Bull will help coordinate planning for the LMSC clinic on Sunday, 2/15/26 at Bridgewater YMCA
8. Chris to reserve Sunday, April 12th at JAC for the 100 x 100s
9. Linda to put together details about a shorter virtual Sep 1 - Nov 30 with a motion for budget approval
10. New Event Coordinator, Jane Ikeda to explore other LMSC banquet venue options, potential dates
11. Board to review 40YR Award ideas and to decide by the next Board meeting
12. America's Grow a Row charity - Lorna to explore weekend activities for masters.
13. Chris to email 2025/26 club contacts a reminder to renew and to keep info up-to-date
14. Board volunteers to review proposed changes to LMSC Bylaws and Grievance Procedure policy prior to motion to approve the revisions at our February 8, 2026 meeting

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### MOTIONS

- 1. MSA (via 10/27 email) to approve a donation of \$1,000.00 to "Seabreeze High School Swimming", which is our guest speaker, Scott Bay's, chosen charity (Chris moved, Marie seconded).**
- 2. MSA to approve the slate of candidates for LMSC elected positions (Chris moved, Marie seconded)**
- 3. MSA to approve the renewal of the LMSC Coach Development Scholarship program for 2026 (Ed moved, Jerry seconded)**

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Meeting was called to order at 10:06am

### I. Introductions

- Name, Current Role(s), Club/Workout Group, Favorite Olympic sport other than swimming?

### II. Nominations & Elections

- Board Volunteer Elected Positions - Motion in support of the slate of candidates (Chris moved, Marie seconded)

- Chair - Jerry O'Mara
- Vice Chair - Chris McGiffin
- Co-Membership Coordinators - Tom Brunson and Chris McGiffin
- Treasurer - Kristen Guth
- Secretary - Chris McGiffin (will meet with Hetal to talk about this role)
- Top Ten/Records - Ed Tsuzuki
- Sanctions - Lorna Ciadella-Morehead
- Newsletter Editor - Sara Johnston

- Chair Volunteer Appointments - confirmed by Jerry

- Events Coordinator - Jane Ikeda
- Fitness Chair - Linda Brown-Kuhn
- Officials Chair - Marie Velucci
- Webmaster - Chris, Ed
- Open Water Chair - Max Howard
- Co-Coaches Chairs - Anne Laurita, Megan Bull

### III. Review Open Action Items

- We discussed two research studies that the LMSC supported

### IV. Volunteer Reports

- Newsletter (S. Johnston)

- Next Deadline is December 1 for the Nov/Dec issue
- Sara reported that she is getting a new computer. She currently uses Microsoft Publisher, but Publisher is being phased out. **Sara will keep us posted about the changes.**

- Treasurer (Chris)

- Mike submitted his resignation effective 9/21/25. Chris took over interim Treasurer duties
- We highlighted members who donated to the LMSC at the Awards Banquet
- Chris shared the current NJ LMSC Financial Report
  - Note: the 2025 LMSC Annual Financial Statement is due to USMS by April 30, 2026

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- **Chris will work with Kristen to complete her onboarding as the new Treasurer**
- **Chris and Kristen will work to complete a 2026 Budget to present at the next Board Meeting**

### C. Membership Coordinators (T. Brunson/C. McGiffin)

- As of 11/28: TOT 2025 Members: 1,046; TOT 2025 Clubs: 21
- Programs to renew/extend for 2026
  - 2024-25 Coach Development Scholarship program (MSA to renew for 2026, Ed moved/Jerry seconded)
    - We had a total of 9 coaches apply (5 have been reimbursed, 3 declined or cancelled, 1 pending)
  - Gen Z Scholarship program (renewed 9/21)
    - We had a total of 12 swimmers apply (11 have been reimbursed \$37.50)

### D. Secretary (C. McGiffin)

- Member Emails:
  - October 2025 eNews 10/1: 998 sends | 723 (74%) opens | 92 (9%) clicks | 17 (2%) bounces | 0 (0%) unsubscribes

### E. Sanctions & Safety (L. Cialdella-Morehead)

- Implementation date for USMS Sanctions process improvements? Chris emailed Jessica
- Planning for 2026 Sanctions Process Review for Meet Directors/Hosts (Lorna/Ed/Chris)
  - Cover Sanction procedure changes and expectations to improve awareness, understanding and responsiveness
- Currently no sanction applications are Pending Approval.

Pending Requests (0)	Approved Requests	Denied Requests	Cancelled Events
View events for: 2025 and the future <input style="margin-left: 10px;" type="button" value="Go!"/>			
Click on an event to view details			
Date Accepted	Request Type	Event Title	Length
9/24/2025	Recognition	<u>2025 Cornucopia Masters Cup</u> 11/23/2025 - 11/23/2025 Sanction #075-R005	Event Type: Competition, Type: Pool, LMSC: NJ
9/06/2025	Recognition	<u>Monmouth Fall Classic</u> 9/28/2025 - 9/28/2025 Sanction #075-R004	Competition, Pool, NJ
9/03/2025	Sanction	<u>2025 Somerset County YMCA Masters Pentathlon Swim Festival (and 25s!)</u> 12/13/2025 - 12/14/2025 Sanction #075-S003	Competition, Pool, NJ
6/14/2025	Recognition	<u>2025 Sussex County YMCA Masters Silver Tsunami Adult Mini Meet</u> 6/28/2025 - 6/28/2025 Sanction #075-R003	Competition, Pool, NJ
4/02/2025	Recognition	<u>2025 Masters Mariner Invitational</u> 4/12/2025 - 4/12/2025 Sanction #075-R002	Competition, Pool, NJ
2/17/2025	Recognition	<u>2025 OCY Unofficial Masters Team Championships</u> 3/16/2025 - 3/16/2025 Sanction #075-R001	Competition, Pool, NJ
12/26/2024	Sanction	<u>Somerset County YMCA Masters Last Chance Meet</u> 5/17/2025 - 5/18/2025	Competition, Pool, NJ

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### F. Top Ten and Records (E. Tsuzuki)

- There were no NJ LMSC record updates since the 9/21/25 report
- No top ten files were due to national (since 9/21/25)
- Meet Observer's report missing for Sussex County Y Adult Mini meet - Performance Bond not returned
- **Ed to check with USMS if the Observers report from Sussex is required for times to count**

### G. Webmaster (C. McGiffin, E. Tsuzuki)

- No report outside of regular content maintenance.

### H. Open Water (Vacant)

- New OW Chair, Max Howard, is excited to help the LMSC get further engaged with the OW community

### I. Coaches Chair (Vacant)

- Next LMSC Clinic - Sunday, 2/15/26 at Bridgewater YMCA (Ed)
- **New Co-Coaches Chairs, Anne Laurita and Megan Bull will help coordinate clinic planning**

### J. Fitness (L. Brown-Kuhn)

- 2026 50 x 50's
  - Madison YMCA: \$250 rental Sunday January 4, 2026, the 8-lane Pool time: 8:00–10:30 AM; Balcony snacks: 10:00–11:30 AM
- 2026 100 x 100's - JAC availability for the 100 x 100s
  - **Chris to reserve JAC for Sunday April 12th**, Swimmer Check-in at 7:00AM | Group Photo at 7:45AM | Swimming Starts at 8:00AM and ends at 12pm
- Delaware River Virtual Swim will be held with the Delaware LMSC from 1/15/26 - 6/15/26.
  - We will add a 5-person relay (NJ, DV)
  - **Linda to put together details about a shorter virtual Sep 1 - Nov 30 with a motion for budget approval**

### K. Officials (M. Vellucci)

- As of 10/17/25:
  - 557 stroke and turn officials
  - 319 starters
  - 153 referees
  - 3 administrative officials
  - 4 stroke and turn officials from New Jersey. Two of these are starters and one is a referee

### L. Event Coordinator (P. Morchio)

- Per Chris:

\$7,522.25 Banquet BRCC cost

\$1,902.76 Additional Expenses (Guest Speaker travel/charity, door prizes)

-\$1,560.00 Collected from guests

\$7,865.01 Total LMSC Costs

- Banquet feedback (from Paola's 10/20 email):

- **Dinner Service:** Although we tried a plated dinner this year, it took too long for the food to be brought out. In my opinion, the buffet format may work better, as it allows people to move around, mingle, and socialize while getting their food.

- **Event Atmosphere:** The main goal of the banquet should be to bring people together and encourage interaction. When everyone remains seated for most of the evening, it works against that goal. A more dynamic setup would create a friendlier and more engaging environment.

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- **Door Prizes:** The door prize portion could be better organized. When drawing a ticket, the prize and donor should be announced clearly. This adds recognition for the donor and makes the process more enjoyable for attendees.

### V. Old Business

#### A. 2025 Banquet Feedback

- Consensus that buffet is the better option at BRCC
- Need to improve quality of the audio in the room at BRCC
- Guest Speaker is not necessary, but still need microphone, speakers and projector screen
- Use BRCC again or another venue and/or date?
  - **New Event Coordinator, Jane Ikeda to explore other venue options, potential dates**
- Other social event ideas? Holiday party, Beach party, Monmouth Park were mentioned

#### B. 40YR Award ideas for 2025 milestone achievers [Board]

- Ideas floated:
  - Complimentary USMS Membership (2 years)?
  - Full zip fleece? **Product examples/prices.**
  - Gift card (Swim Outlet)?
- **Plan is to decide by the next Board meeting**

#### C. 2025 Volunteer Relay, 10/24-26, Kansas City, MS (Lorna, Chris, Ed)

- Photos and highlights were shared with Sara for the next Fastlane newsletter
- Some takeaways
  - Clubs using communications volunteer for Facebook, Instagram, Tik Tok
  - LMSCs and/or Clubs doing community service and outreach (local charities)?
    - **America's Grow a Row - Lorna to explore weekend activities for masters.**
  - WhatsApp Group for NJ Masters Coaches?
    - Meghan mentioned there is a Discord group for USMS Coaches
- Preview of new Sanctions updates - some significant improvements are expected
- Educate Club Contacts - keep club info current
  - **Chris to email 2025/26 club contacts a reminder to renew and to keep info up-to-date**

#### D. NJ LMSC Gen Z Scholarship update (Chris, Ed)

- Scholarship applications are only good for current registration year (confirmed)

#### E. 2026 LMSC Meet Host/Directors Kick-off to cover Sanction procedures and expectations to improve awareness, understanding and responsiveness (Lorna/Ed/Chris)

- Content and timing dependent on the launch date of USMS Sanctions changes (Chris emailed Jessica Reilly to confirm)

#### F. Performance Deposit proposal (Ed)

- Consensus is to implement the new criteria for 2026 and see if expected improvements occur

### VI. New Business

#### A. Review 2026 Fees

- LMSC Pool Meet Recognition - \$50 LMSC fee
- LMSC Performance Deposit - \$100 (refundable if all performance criteria are met)
- 2026 Standard Membership (Nov. 1, 2025 - Dec. 31, 2026) USMS \$65 + LMSC \$10
- 2026 Year-Plus Membership (Jul. 1, 2026 - Dec. 31, 2027) USMS \$107 + LMSC \$18
- 2026 One-Event Membership - USMS \$16 + LMSC \$4
- 2026 Pool Meet Recognition - USMS \$100 + LMSC \$50
- 2026 Pool Meet, Open Water Swim Sanctions USMS \$0 + LMSC \$0

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### **B. Review LMSC Bylaws and LMSC Grievance Procedure policy**

- **Board volunteers to review prior to motion to approve revisions at next meeting**

### **C. LMSC Coach and ALTS Certification weekend?**

- Host facility
- Budget
- Volunteers
- Available 2026 dates:
  - 1/24-25
  - 1/31-2/1
  - 2/7-8
  - 2/14-15
  - ~~5/9-10~~
  - 5/16-17
  - 9/12-13
  - 9/19-20
  - 9/26-27
  - 10/3-4
  - 11/14-15

### **D. College Club Swimming (CCS) in NJ. There are 3 clubs in the NJ LMSC - Rutgers, TCNJ, and Princeton. Do we want to reach out to them and build a relationship (Ed reached out and did not receive a response)**

## **VII. Next LMSC Meeting**

- A. Date ~ February 8th
- B. Time ~ 10:30am
- C. Place ~ Virtual

## **VIII. Adjournment**

- A. Meeting adjourned at 11:50am